**SELINA KABIR**

|  |
| --- |
| **Job Experiences** |

1. Worked as a **Communication Officer** in SANCHAR from January2009 to March 2010 ( **1 year)**.

***Job description***

* Responsible for publishing a Bengali quarterly magazine “Anya Bhuban” on disability issues.
* Networking with various organizations and Government offices.
* Drafting annual reports, case studies.
* Documentation.
* Organizing project related workshops.
* Training.

2. Worked as a **Research Assistant** in Consumer Unity and Trust Society (CUTS) International from December 2007 to December 2008( **1 year)**. Website – [www.cuts-international.org](http://www.cuts-international.org)

***Job description***

* Research in field work under a developmental project in different districts of West Bengal.
* Report writing.
* Organize project related workshops.
* Documentation.
* Reponsible for publishing and distributing newsletter.

3. Worked as a **Researcher** in Action Aid International India (NGO) for **3 months**. Website – [www.actionaid.org](http://www.actionaid.org)

***Job description***

* Prepared questionnaires and then did field studies.
* Had to write reports of the selected fields and submitted reports to the project coordinator.
* Organized workshops and Doll shows to develop community awareness in those fields.
* Organized workshops to develop awareness among the employees of Action Aid came from different states and Kolkata and then wrote report on their knowledge about communalism.
* Had to do research on the role of news papers in spreading communalism and then submitted report on it.
* Community mobilization through arranging trainings, workshops, meetings, and community awareness programs etc.
* Had to write monthly reports and submitted it to the project coordinator.
* Documenting events and activities done under the project area.

### **Academic Profile**

| **Year** | **University/Board** | **Degree/Examination** | **Division/ Class** | **Percentage** | **Rank** |
| --- | --- | --- | --- | --- | --- |
| 2009 | University of Calcutta | M.Phil in South and Southeast Asian Studies | 1st | 69.6% | First Class Second |
| 2005 | University of Calcutta | MA in South and Southeast Asian Studies\* | 1st | 63% | First Class Third |
| 2003 | University of Calcutta | BSc (Economics Honours) | 2nd | 43% |  |
| 2000 | WBCHSE | Higher Secondary | 2nd | 52.7% |  |
| 1998 | WBBSE | Madhyamik | 1st | 80.5% |  |

\*Specialization in ‘**Demography**’ and ‘**Quantitative Methods (Statistics) and Computer Application**’ in MA Part 2.

### **Dissertation**

**Description:** Written a thesis paper as part of the post-graduation course on **“Sex Tourism and AIDS in Thailand”.** Written another thesis paper as part of M.phil course on **“Export of human being: Vulnerability of human trafficking in Bangladesh”**.

### **Professional Qualification**

* Test of English as a Foreign Language **(TOEFL-ibt)** Score: 92 out of 120.

Completed German Language A1 level from Goethe Gentrum, Hyderabad. Completed Russian Language A1 level from Russia.

### **Computer Skills**

I completed a Certificate Course from Youth Computer Training Centre, West Bengal Government, on **MS Office, Power Point, C, C++, Java, Web Designing and DTP**.

### **Personal Details**

##### Date of Birth: 10th December, 1981

**Marital Status:** Married

**Sex:** Female

**Nationality**: Indian

**Address:** Kochonovski Proezd 4k1, Entrance-3, Floor-26,

Flat 409

**Contact No**: **+91 8790569915 (Whatsapp only)**

**+79854805916 (Russian No)**

**E-mail Id**: mona.selina10@gmail.com

**Languages Known:** English, Hindi, Bengali, German, Russian

# 

# 